

Parks, Recreation & Cultural Services

PR&CS Administration, 1401 Recreation Way, Colorado Springs, CO 80905



Agenda TOPS Working Committee

| | | |
|-------------------------------|------------------|----------------------------|
| Wednesday June 1, 2022 | 7:30 a.m. | 1401 Recreation Way |
|-------------------------------|------------------|----------------------------|

How to call in to the meeting for citizens:

Please dial +1 (720) 617-3426 Conference ID: 981 347 320#

How to comment:

- *For Citizen Discussion concerning items that are not on the agenda please email your comments to PRCS-TOPSWorkingCommittee-SMB@coloradosprings.gov in advance of the meeting.*
- *For Agenda Items - Before the meeting, those who wish to comment should submit their name, telephone number, and the topic or agenda item for comment to PRCS-TOPSWorkingCommittee-SMB@coloradosprings.gov. If you are a participant in Microsoft TEAMS please use the chat function to indicate you would like to comment. If you have joined the meeting via conference call, please listen for your opportunity to comment. You will be called upon to comment using the last four digits of your telephone number. Please limit your comment to three minutes.*

Agenda Preview

Board Chair

Announcements

Staff and Committee

Approval of Minutes

April 6, 2022

Committee

Citizen Discussion

Citizens

Action Items

Presentation Items

2023 Capital Improvement Project Recommendations

Britt Haley / Kelly Rajab

Citizen Discussion

Citizens

Adjournment

Parks, Recreation and Cultural Services 2023 Proposed TOPS Capital Improvement Budget

TOPS Working Committee

June 1, 2022

Britt Haley – TOPS Program Manager

Kelly Rajab - Analyst II, Finance and Budget



TOPS Proposed 2023 CIP Budget

Trails, Open Space and Parks Fund

0.1% Sales Tax

January 2022 Revenue Report



0.1% Trails, Open Space and Parks Tax - TOPS For Filing Period Ended December 31*

| <u>Month Paid to City</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> | <u>% Over(Under) Previous Year</u> |
|---------------------------------------|------------------|------------------|------------------|------------------|-------------------|--|
| February | 584,616 | 634,092 | 681,817 | 676,078 | 741,043 | 9.61% |
| March | 579,301 | 612,770 | 616,420 | 626,138 | 742,255 | 18.54% |
| April | 739,987 | 770,705 | 814,083 | 700,611 | 997,375 | 42.36% |
| May | 652,840 | 671,799 | 727,369 | 569,042 | 898,625 | 57.92% |
| June | 697,700 | 743,604 | 732,903 | 708,683 | 918,895 | 29.66% |
| July | 812,146 | 848,239 | 875,596 | 878,140 | 1,127,282 | 28.37% |
| August | 694,216 | 750,952 | 803,205 | 824,140 | 1,008,377 | 22.36% |
| September | 697,827 | 800,867 | 788,458 | 803,665 | 979,345 | 21.86% |
| October | 798,242 | 833,452 | 841,777 | 922,298 | 1,076,829 | 16.75% |
| November | 686,929 | 762,126 | 767,044 | 828,200 | 949,006 | 14.59% |
| December | 676,386 | 742,788 | 714,708 | 773,509 | 914,992 | 18.29% |
| January | 889,156 | 890,745 | 912,037 | 1,003,989 | 1,204,193 | 19.94% |
| Total (Year-to-Date) | 8,509,345 | 9,062,141 | 9,275,416 | 9,314,492 | 11,558,217 | 24.09% |
| Refunds (Year-to-Date) | 25,691 | 21,651 | 18,783 | 46,735 | 39,110 | |
| Net Revenue (Year-to-Date) | 8,483,654 | 9,040,490 | 9,256,633 | 9,267,757 | 11,519,107 | |

* Filing period is the month the tax monies are collected by the retailer from their customers

TOPS Fund Future Revenue 2023-2025

TOPS projected revenue with forecasted annual increase 2023-2025

| | | | | TOTALS (Next 3 Years) |
|-----------------------------------|----------------------|----------------------|----------------------|-----------------------------|
| | 2023 | 2024 | 2025 | |
| Projected Revenue | | | | |
| Forecasted Annual Increase | \$ 12,060,000 | \$ 12,420,000 | \$ 12,790,000 | \$ 37,270,000 |
| Administration allowable (3%) | \$ 361,800 | \$ 372,600 | \$ 383,700 | \$ 1,118,100 |
| Maintenance allowable (6%) | \$ 723,600 | \$ 745,200 | \$ 767,400 | \$ 2,236,200 |
| Adjusted category revenue | \$ 10,974,600 | \$ 11,302,200 | \$ 11,638,900 | \$ 33,915,700 |
| Trails allowable (20% Max) | \$ 2,194,920 | \$ 2,260,440 | \$ 2,327,780 | \$ 6,783,140 |
| Parks allowable (20% Max) | \$ 2,194,920 | \$ 2,260,440 | \$ 2,327,780 | \$ 6,783,140 |
| Open Space allowable (60% min) | \$ 6,584,760 | \$ 6,781,320 | \$ 6,983,340 | \$ 20,349,420 |

Informing the Budget Process



- Park System Master Plan
- Parks, Recreation & Cultural Services Strategic Plan
- Community Input – needs and desires
- Opportunities to Leverage Funding
- Strategic Timing of Projects
- Urgent Repairs and Renovations
- Funding Requirements and Project Eligibility
- Board and Committee Input
- Mandates and Paybacks

TOPS Fund Summary

2021 Estimated Fund Balance

Total Revenue-Life of Tax
(Through December 2021) 169,702,393

| Category | Life of Tax 1997-2021 | | Through 12-2021 | | Estimated Available Fund Balance by Category Through December 2021 |
|--------------------|--------------------------------|---------------------------|--------------------|------------------|--|
| | Total Expenditures-Life of Tax | Percent Spent-Life of Tax | Total Encumbrances | Remaining Budget | |
| Administration-3% | 4,502,111 | 2.65% | 12,682 | 4,200 | 280,433 |
| Maintenance-6% | 8,991,205 | 5.30% | - | 127,136 | 460,738 |
| Trails-20% max | 24,148,078 | 15.48% | 137,387 | 6,656,210 | 258,670 |
| Parks-20% max | 29,099,805 | 18.65% | 878,338 | 1,141,837 | 79,964 |
| Open Space-60% min | 87,664,674 | 56.20% | 133,917 | 1,668,535 | 4,132,709 |
| | 154,405,873 | 90.99% | | | |

Figures are preliminary and unaudited.

Fisher's Cyn purchase in March 2022 = \$2,819,000

Preliminary 2023 Revenue



Trails, Open Space and Parks

\$ 12,060,000

2023 TOPS Revenue by Category

| | | |
|------------------------------------|----|-----------|
| TOPS Administration - 3% | \$ | 361,800 |
| TOPS Maintenance - 6% | \$ | 723,600 |
| TOPS Trails Category - 20% max | \$ | 2,194,920 |
| TOPS Parks Category - 20% max | \$ | 2,194,920 |
| TOPS Open Space Category - 60% min | \$ | 6,584,760 |

Revenue subject to adjustment in forecast by Budget Office

TOPS Administration and Maintenance



Proposed Administration and Maintenance Budgets for 2023

| TOPS Administration – 3% | |
|---|-------------------|
| Administration Available Revenue | \$ 361,800 |
| Draw from Fund Balance | \$ 39,634 |
| Total Proposed 2023 TOPS Administration Budget | \$ 401,434 |

| TOPS Maintenance – 6% | |
|--|-------------------|
| Maintenance Available Revenue | \$ 723,600 |
| Draw from Fund Balance | \$ 57,258 |
| Total Proposed 2023 TOPS Maintenance Budget | \$ 780,858 |

TOPS Trails Category



2023 Trails (20% Max) Total Available = \$2,194,920

Max Fund draw \$250,000

Max Available = \$2,444,920

2023 Total Proposed Trails Category = \$2,300,000

| Proposed Trails Category CIP Project List | |
|--|---------------------|
| Chamberlain Trail | \$ 250,000 |
| Greenways @ Sand Creek Park Bridge | \$ 250,000 |
| Legacy Loop-South Railroad Bridge Replacement | \$ 1,800,000 |
| | |
| Total Proposed 2023 Trails CIP Projects | \$ 2,300,000 |



Chamberlain Trail

- New trail acquisition, design and construction

2023 Proposed TOPS Trails
\$250,000



Bridge at Greenways at Sand Creek Park

- Bridge to connect Sand Creek Trail to new park

2023 Proposed TOPS Trails
\$250,000



Legacy Loop- South Railroad Bridge Connection

- Grant match for Public Works project
- Total contribution \$5.5 Million over 3 years

**2023 Proposed TOPS Trails
\$1,800,000**



LEGACY LOOP

COLORADO SPRINGS

TOPS Parks Category



2023 Parks (20% Max) Total Available = \$ 2,194,920

Max Fund Draw \$79,000

Max Available = \$2,273,920

2023 Total Proposed Parks Category = \$2,224,581

| Parks Operating | |
|---|---------------------|
| 2023 Parks Operating Budget | \$ 1,424,581 |
| | |
| Total Parks Operating | \$ 1,424,581 |
| Parks CIP Projects | |
| Boulder Park Landscaping | \$ 30,000 |
| Grey Hawk Park Master Plan | \$ 200,000 |
| Memorial Park Irrigation-West Prospect Lake | \$ 200,000 |
| Oak Meadows Park Playground Replacement | \$ 200,000 |
| | |
| Total Parks CIP Projects | \$ 800,000 |

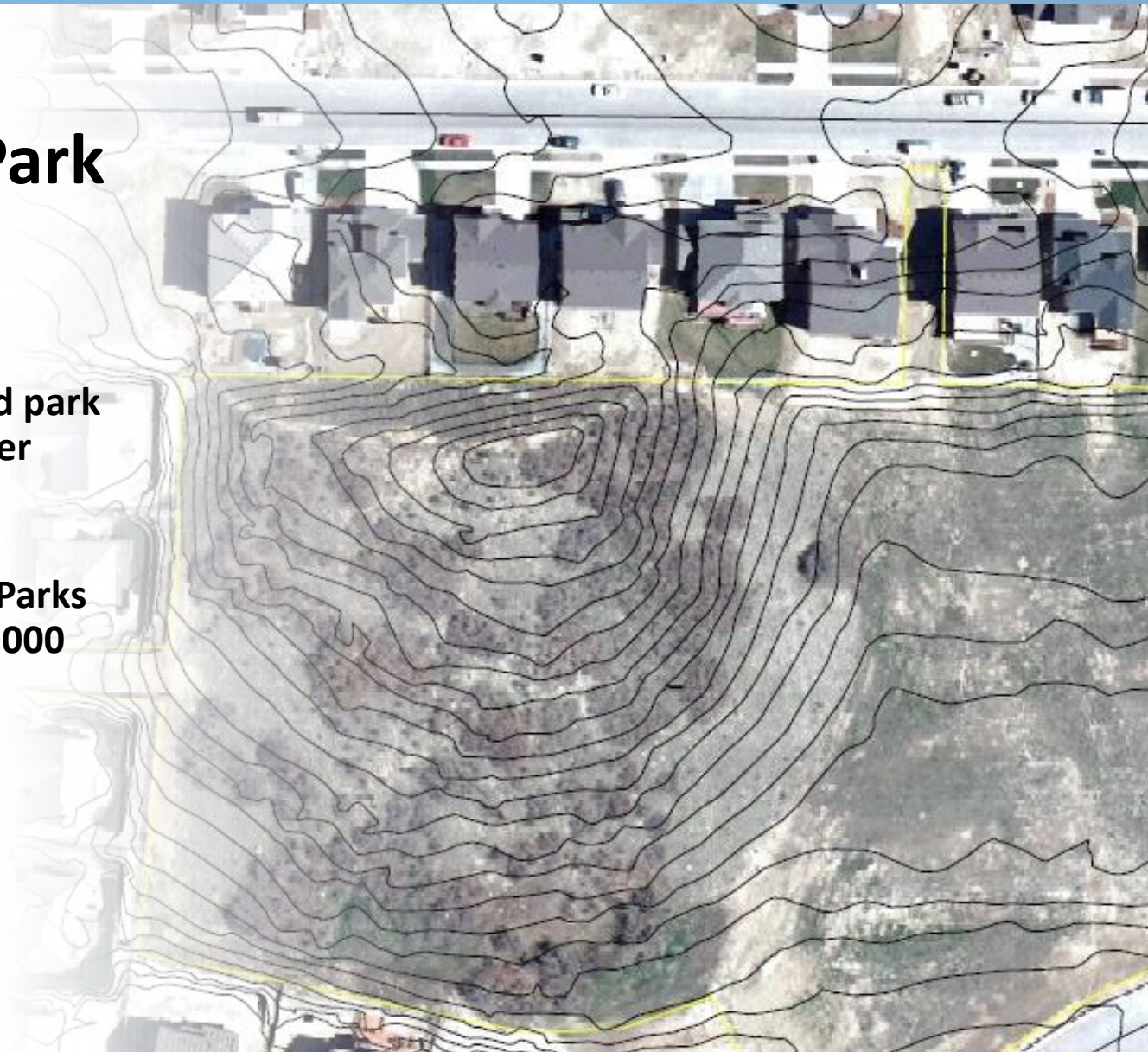


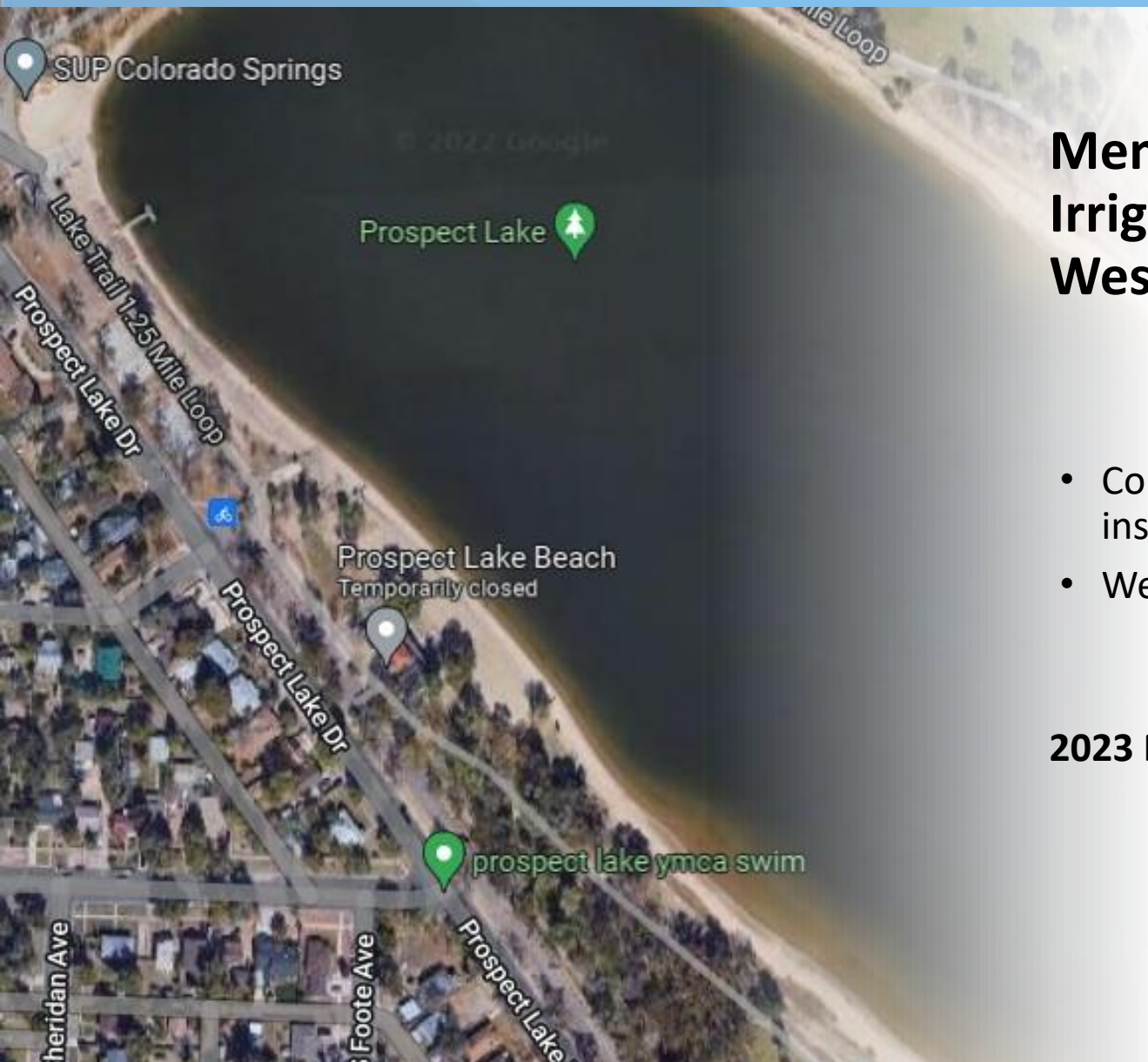
Boulder Park Landscaping

- Plantings in new beds around new sport court.
- Forestry will contribute 5 trees.
- **2023 Proposed TOPS Parks
\$ 30,000**

Grey Hawk Park Master Plan

- 4.5-acre undeveloped park in North Gate/Voyager area
- 2023 Proposed TOPS Parks
\$ 200,000





Memorial Park Irrigation- West Prospect Lake

- Complete irrigation installation
- West side of Prospect Lake

**2023 Proposed TOPS Parks
\$ 200,000**

Oak Meadow Park- Playground replacement

- Align with renovation at CSFD Station 16
- Leverage ADA funds for accessibility improvements
- Two playgrounds over 20 years old
- **2023 Proposed TOPS Parks
\$ 200,000**



TOPS Open Space Category



2023 Open Space (60% Min) Total Available = \$6,584,760

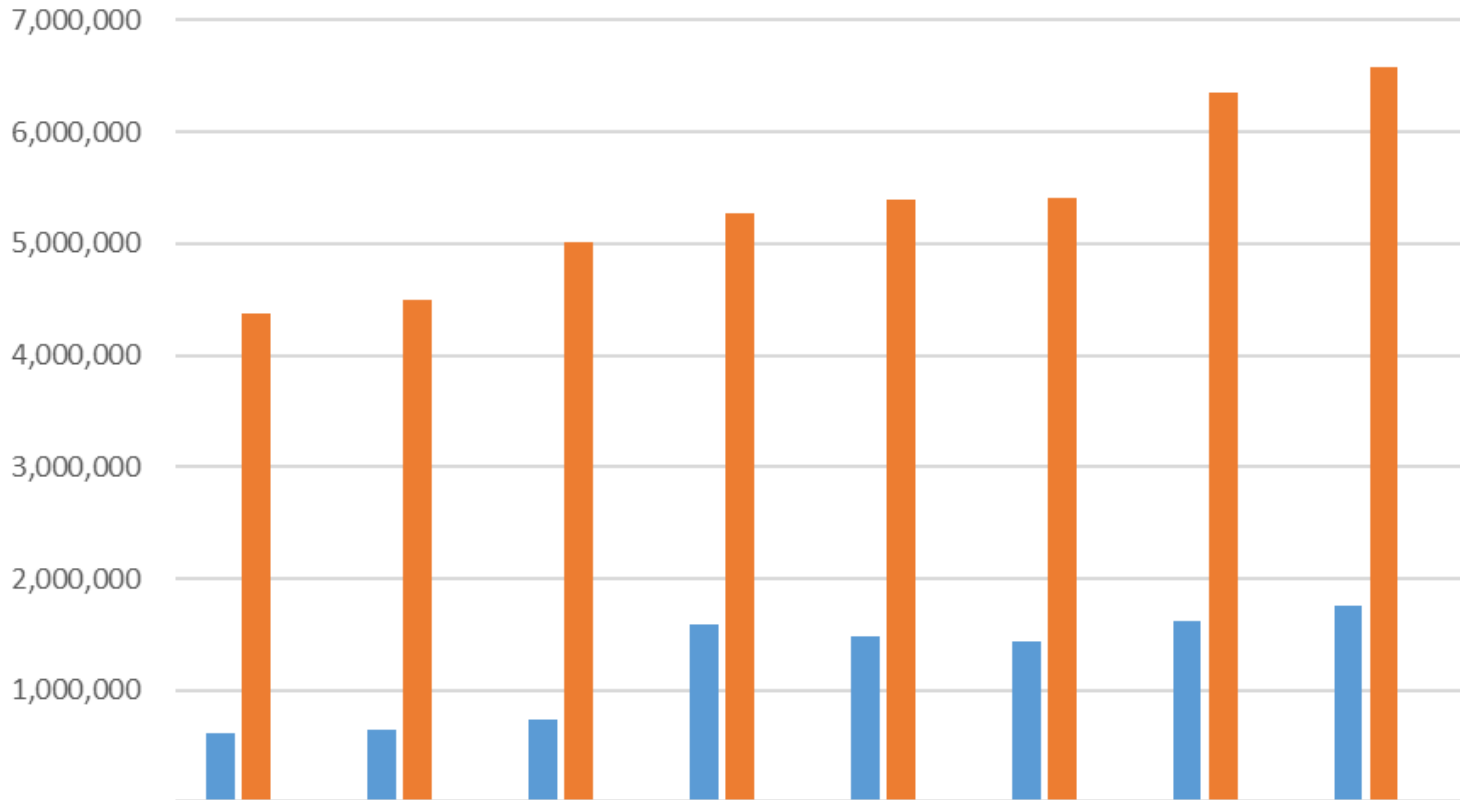
2023 Proposed Open Space Category Stewardship = \$ 1,754,606

| Open Space Stewardship-Operating | |
|-------------------------------------|---------------------|
| Education | \$ 147,264 |
| Rangers | \$ 782,281 |
| Land Management | \$ 401,119 |
| Resource Management | \$ 423,942 |
| Total Open Space Stewardship | \$ 1,754,606 |

Stewardship Funding History



Total Stewardship Budget by Year



| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 |
|---------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Budget-Stewardship | 619,000 | 649,000 | 738,900 | 1,595,617 | 1,480,455 | 1,437,029 | 1,626,309 | 1,754,606 |
| Revenue-Open Space | 4,372,368 | 4,501,940 | 5,005,728 | 5,268,354 | 5,396,664 | 5,407,082 | 6,346,977 | 6,584,760 |
| Budget % of Revenue | 14% | 14% | 15% | 30% | 27% | 27% | 26% | 27% |

Stewardship Program Education

- Emphasis on leveraging existing resources, telling the story, and having a presence
- Cultural resources staff – professional expertise
- Higher education institutions research/recruitment
- Friends groups- partner on interpretive walks
- Interpretive programming in open spaces
- Curriculum-based elementary school and library outreach
- Interpretive signage/technology
- Leave No Trace (LNT) training





Stewardship Program Rangers

- Emphasis on having a presence at our open spaces for safety, public awareness and soft enforcement.
- Support for volunteer projects
- Park presence and regular visitor contacts 7 days/week
- Safety network
- Law enforcement – weekends/off duty CSPD with focus on problem areas/issues
- 7 full-time rangers
- Seasonal staff



Stewardship Program Land Management

- Provide improved maintenance of our existing open space improvements
- Coordinate trail work contracts and volunteers
- Pick up trash
- Maintain and repair trails
- Maintain parking lots/trailheads
- Clean culverts and drainage
- Increase restroom cleaning frequency and number of units
- Trail development coordinator
- Trail project specialist
- Seasonal trail technicians

Stewardship Program Resource Management

- Improve and protect natural resource values on TOPS Open Space properties
- Invasive species control
- Native vegetation restoration
- Non-designated trail closure
- Wildlife habitat enhancements
- Fencing installation or removal
- Data collection
- Seasonal crews
- Forest management



TOPS Open Space Category



2023 Open Space (60% Min) Total Available = \$6,584,760

2023 Proposed Open Space Category CIP Projects = \$ 800,000

| Open Space CIP Projects | |
|---|-------------------|
| Black Canyon Open Space Snyder Quarry Reclamation | \$ 450,000 |
| Blodgett/Pikeview Open Space Master & Management Plan | \$ 250,000 |
| Corral Bluffs Open Space Cultural Study | \$ 100,000 |
| | |
| Total Open Space Projects | \$ 800,000 |

2023 Open Space (60% Min) Total Available = \$6,584,760

Less: Proposed Open Space Stewardship = (\$1,754,606)

Less: Proposed Open Space CIP Projects = (\$800,000)

2023 Balance available for Open Space purchases = \$4,030,154

Black Canyon Open Space Snyder Quarry Reclamation

Commence reclamation of quarry in
recently acquired Black Canyon Open Space

2023 Proposed TOPS Open Space

\$ 450,000.00

Blodgett/Pikeview Open Space Master and Management Plan Implementation

Master plan for Blodgett/Pikeview Open
Space

2023 Proposed TOPS Open Space

\$ 250,000.00

Corral Bluffs Cultural Study

Begin conducting survey and cultural study of
archeological resources in Corral Bluffs Open Space

2023 Proposed TOPS Open Space

\$ 100,000.00



Questions?